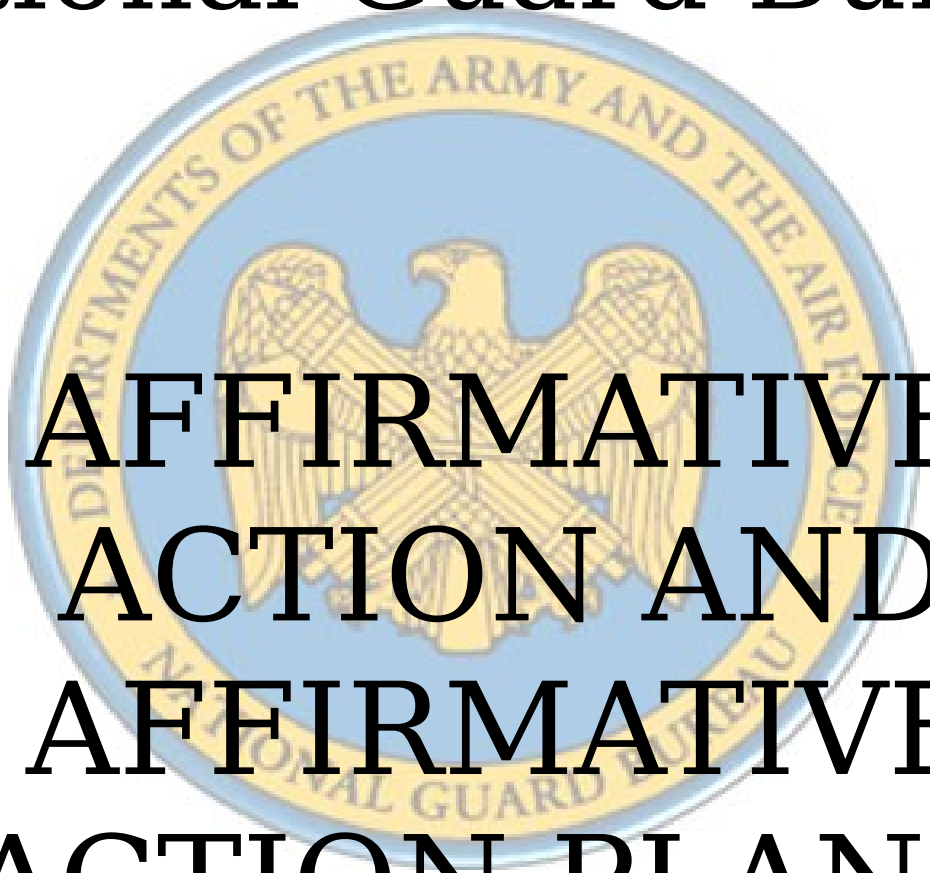
National Guard Bureau



AFFIRMATIVE ACTION AND AFFIRMATIVE ACTION PLAN

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1. Define Affirmative Action.

2. Explain Affirmative Action Plan’s purpose.

3. What’s ARNG policy on AAP?

4. AAP addresses what in combat readiness?

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5. Why is the ARNG AAP essential?

(NOTE: App E, Chap 1)

6. List the 10 DoD mandatory AAP categories. (D-10)

7. Identify HR/EO and EOA **responsibilities**, **roles and duties** regarding the AAP? (Chap 1 & 2)

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9. Who submits the AAP to NGB-EO and how often?

10. What are the objectives for an AAP?

11. List directorates responsible for EO at State HQs level.

(Note: Chap 2 and Appendix E, Chap 1

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12. List the seven areas of an AAP and define.

(NOTE: Handout and App E, Chap 2)

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- Exercise II - Write APP
- Group 1 - Promotions
- Group 2 - Professional Military Education
- Group 3 - Separations/Discharges
- Group 4 - Retention
- Group 5 - Assignments
- Group 6 - Discipline

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mple AAP Subject Are

Subject: Leadership Counseling

Proponent: Brigade CSM

Objective: Ensure that soldiers receive adequate counseling

Affirmative Action: All supervisors must keep a copy of FM 22-100, Leadership Counseling at their work area. Ensure counseling is conducted IAW FM 22-100.

Goals: Counsel soldiers at least quarterly on performance

Milestones: Provide quarterly counseling schedules to Brigade each month.

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Topics for additional groups

- Group 1: Affirmative Action Plan
- Group 2: EOA Training
- Group 3: Newcomer's Orientation
- Group 4: EO Policy Statements
- Group 5: Human Resources Committee
- Group 6: Board, Councils, and Committees

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Exercise I:	Intro	- 05 min
	Research	- 15 min
	Briefk	- 10 min
Exercise II:	Prepare AAP Charts	- 20 min
	Break	- 10 min
	Brief AAP Charts	- 15 min
	Close	- 05 min